

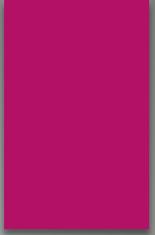
Information and Telecommunication Systems Executive Steering Committee

Mr. Mark Raymond
Chief Information Officer
Committee Chairperson

September 15, 2014
Meeting Minutes



MEMBERSHIP Present



- ▶ Mark Raymond, Chair, CIO, DAS
- ▶ John Vittner, Director, OPM
- ▶ Kevin Sullivan, Commissioner, DRS
- ▶ Bill Rubenstein, Commissioner, DCP
- ▶ Commissioner Catherine Smith, DECD
- ▶ James Spallone, Deputy Secretary of the State, designee for The Honorable Denise Merrill, Secretary of the State
- ▶ Others Present: Angela Taetz, DAS, Chuck Hoadley, DAS, Presenters: Robert Swartz, Bill Gardner,
- ▶ Members Absent:, Melody Currey, Commissioner, DMV

Meeting Minutes

- ▶ Mark Raymond starts the meeting @ 9:05am
- ▶ Meeting minutes from the 08/18/14 meeting were approved with **Commissioner Rubenstein abstaining.**
- ▶ Old Business –
 - ▶ CI continues to move forward with new corporate offices which will be located at One Constitution Plaza.
 - ▶ CI has ten permanent staff and six contractor in support of the current and projected projects.
 - ▶ Resourcing effort and overall project duration – refer to handout. Individual projects are divided into three sections for each quarter - Project Management (PM), Design & Development.
 - ▶ Angela will have an update on how to continue to align other agencies and portals as this project grows
 - ▶ CI will email a detailed plan for the launch of the CT.gov website and the Business Portal
 - ▶ Determine a practical deadline for getting off of our current system.
 - ▶ Schedule a Commissioners meeting to think about the content to make the migration process easier.
 - ▶ Alerts to be sent out for substantive changes.

Meeting Minutes- Cont.

- ▶ Review of OPM fees – OPM recommendation concerning the DESPP Background Check project to look at fees associated with Long Term Care facilities for job applicants requiring background checks using the DPH grant. OPM fully understand that a broader fee policy that aligns with the States fiscal policy will be reviewed and implemented.
- ▶ CT.gov is currently scheduled to go live January 2014.
- ▶ Agency IT Strategy –
 - ▶ Engage Agency Managers
 - ▶ Set goals that we would like to see accomplished over the next year while describing the process that would engage the agencies in some commoditization and being very clear about where agencies should be spending their time

Meeting Minutes- Cont.

- ▶ New Business
 - ▶ Assess new Project Summaries or Statements of Work –
 - ▶ Public Safety – we're waiting for an update
 - ▶ Monthly Report – refer to handout –
 - ▶ CT.gov – is in the final proofreading stages
 - ▶ Business Portal – feedback has been incorporated into the new design; Usability test plan has been resubmitted for final review.
 - ▶ DMV Mobile app – DMV Locator & DMV testing combined –
 - ▶ Apple version testing was submitted to the Apple Store for review and we are just waiting to here back;
 - ▶ Android version – testing will begin the week of 09/15/14 and submitted to Android store for review
 - ▶ DMV Driver history – continues to trend downward
 - ▶ State employees usage – remains constant at 36% - 38%
 - ▶ Mobile apps – 60% of US adults own a SMART phone;
- ▶ Meeting adjourned

Meetings

Meetings will occur on the first Thursday of every month @ 1:00pm @ 55 Farmington Avenue, Best Conference Room TBD

- ▶ 10/02/14
- ▶ 11/06/14
- ▶ 12/04/14